



City of Annapolis

Recreation and Parks Department
273 Hilltop Lane
Annapolis, MD 21403-1542

RecPark@annapolis.gov • 410-263-7958 • Fax 410-626-9731 • TDD use MD Relay or 711 • www.annapolis.gov

Recreation Advisory Board September 11, 2013

The Recreation Advisory Board of the City of Annapolis held its regularly scheduled meeting on September 11, 2013 at the Roger "Pip" Moyer Recreation Center and **Chair** Hamill called the meeting to order at 7:03p.m.

Present: **Chair** Hamill, **Vice Chair** Moyer, Rankin, Nelson, Lowman, Harrison, B. Moyer, Montgomery, Aist, Jones

Absent: Hughes

Staff: Woodward

II. June 12, 2013 Meeting Minutes

Vice Chair Moyer moved approval of the June 12, 2013 meeting minutes as written. Mr. Harrison seconded the motion. The motion passed unanimously in a vote of 9-0.

III. Regular Business Before the Board

1. Director's Monthly Report to City Manager (June, July, August)

Mr. Woodward reported that the Department had a busy summer in that all of the programs were filled and there were 1,130 children participating in the summer camps. He provided the June, July and August monthly manager's report for the Board to review.

2. Director's Monthly Report to the Board

Mr. Woodward provided a report on the items listed below.

a. Kingsport Park Design

Mr. Woodward updated the Board on the Kingsport Park design stating that staff has been meeting with the design team that consists of the Bywater/Annapolis Walk communities to develop a design. The design team came up with a good design that was submitted for the DNR grant and the proposal was broken out into phases for funding purposes. He believes that the project will cost approximately \$500,000 and the Department is exploring other funding sources such as a grant from Home Depot. He noted that the cost covers impervious surface, age-specific playgrounds, grills and benches. He noted that the trail will not be completed if only the first phase is funded.

Mr. Woodward noted the Kingsport Park consists of 2.2 acres and is the current location of the Kaboom playground. The design team worked with the landscape architects to determine the uses of the park and he briefly discussed some elements of the design specifically the walking trail. He asked if the Board was interested in taking ownership of any future projects and if they were interested in hosting a public hearing on the park design. The Board decided to delay any action on this item at this time.

b. Department Personnel Update

Mr. Woodward clarified that the Department's budget included requests for some new positions that were approved. He discussed some of the personnel changes that have occurred since the Board last met. The Department did not receive the Deputy Harbormaster position, however because of the additional revenues brought in by boat slips; he was able to secure a contract for a Deputy

Harbormaster position. The two Park Maintenance III positions were approved as upgrades instead of new positions so will begin to fill the two Park Maintenance II positions. He plans to hire a Park Maintenance I position as well. He noted that there is a vacancy for the Facility Manager for the "pip" Moyer facility and a candidate has been selected. The Department's new structure will allow for promotions and opportunities for upward mobility. The structure also helps to improve morale and increases staff skill set.

Samaras Proposal

Chair Hamill discussed the Cathy Samaras proposal for use of the building on Sunday for lacrosse in a cost effective manner for the Department. Mr. Woodward is reviewing ways to improve the staffing issues that currently exist. Mr. Woodward noted that the Department is hoping to have some of the CCLAX coaches teach lacrosse at the Stanton Center. **Chair** Hamill stated that Ms. Samaras is still Chair of the Recreation Council and it may be time to reestablish the Recreation Council and this is something that the Board should consider.

Chair Hamill noted that the Board needs to reach out to the Middle School aged children as there is not a feeder system for girl's basketball so this issue was also raised in the discussion with Ms. Samaras. She would also like to see CCLAX bring back the Turkey Shoot Lacrosse event that was generally held the week of Thanksgiving. The Board would like to revisit the issue of providing something for the Middle School children. It was noted that there are currently no programs for softball and basketball for middle school girls. Mr. Moyer asked whether the middle school students could do anything on the water. Mr. Woodward said that the Department is working with the Annapolis Community Boating.

c. FY14 Budget

Mr. Woodward reported on the Truxtun Park Pool indicating that a DPW design manager has been assigned to the project so will be working on a design and \$250,000 has been allocated to complete the design. He went over the status of specific Department projects specifically that a firm has been hired to do an analysis of the Truxtun Park natural surface trail that will be funded using \$66,000 in State grant money and \$133,000 of City money. The renovation of the softball field is in progress and the new irrigation system is part of that project.

IV. New Business

1. Board membership Renewals

Chair Hamill noted that three members terms have been expired so are up for renewal, Hamill, Harrison and Hughes.

2. Recreation and Parks Foundation

Ms. Nelson noted that if the Board will consider establishing the Foundation it needs to be deliberate in its bylaws. The next step is for Mr. Woodward to contact Montgomery County foundation and members were asked to do a Google search to determine what other jurisdictions are doing relative to foundations. This item will be discussed at the October meeting.

V. Old Business

Customer Service Training

Mr. Woodward is soliciting cost estimates from another Customer Service Training vendor so are waiting for a response.

VII. Adjournment

Ms. Nelson moved to adjourn the meeting at 8:09pm. Mr. Harrison seconded the motion. The motion passed unanimously in a vote of 6-0. **The next meeting is scheduled for October 9, 2013 at the PMRC at 7:00pm.**